



DAVID SANDERS, Ph.D.  
Director

# COUNTY OF LOS ANGELES DEPARTMENT OF CHILDREN AND FAMILY SERVICES

425 Shatto Place, Room 205 – Los Angeles, California 90020  
(213) 351-5602

June 7, 2005

Board of Supervisors

GLORIA MOLINA  
First District

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Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**REQUEST FOR APPROPRIATION ADJUSTMENT TO TRANSFER FUNDS FROM  
SERVICES AND SUPPLIES TO FIXED ASSETS IN THE  
DEPARTMENT'S FISCAL YEAR 2004-05 ADOPTED BUDGET  
(ALL SUPERVISORIAL DISTRICTS) - (3 VOTES)**

**IT IS RECOMMENDED THAT YOUR BOARD:**

Approve the appropriation adjustment for the Department of Children and Family Services' (DCFS) Fiscal Year (FY) 2004-05 Adopted Budget to transfer \$442,000 from Services and Supplies to Fixed Assets for the purchase of various information technology equipment/hardware/software. There is no budgetary/net County cost (NCC) impact.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of the recommended action is to allow DCFS to transfer spending authority to the expenditure object category where the Department anticipates the expenditures to occur. The budget adjustment will increase Fixed Assets by \$442,000 to enable the Department to purchase printers for the Electronic Countywide Accounting and Purchasing System (eCAPS), video conferencing equipment and Cisco network switches with a corresponding reduction in Services and Supplies by \$442,000, respectively.

The recommended action will ensure the Department's Fixed Assets budget includes sufficient appropriation is available to purchase information technology equipment/systems such as: printers for eCAPS, video conferencing equipment for 10

of our regional offices to decrease the amount of time and money spent by DCFS staff traveling to and from meeting sites, and Cisco network switches to upgrade the Belvedere office's network to improve the overall network speed, flexibility, reliability, and maintainability of the county's network infrastructure.

#### Implementation of Strategic Plan Goals

The recommended actions are consistent with the principles of the Countywide Strategic Plan Goal 4 (Fiscal Responsibility) and Goal 5 (Children and Families' Well-Being). The recommended actions will ensure alignment of spending with available appropriation and facilitate provision of services promoting child safety and permanency.

#### **FISCAL IMPACT/FINANCING**

The requested appropriation adjustment will transfer \$442,000 in appropriation to Fixed Assets from Services and Supplies. There is no budgetary/net County cost impact since revenue and net County cost will be redirected within the budget to fund the expenditures in Fixed Assets. See attached Request for Appropriation Adjustment.

#### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The Fixed Assets appropriation provides, among other things, spending authority for equipment with unit values in excess of \$5,000. The department needs a variety of information technology equipment/systems to support increasing technology demands for enterprise systems such as eCAPS and improved technology solutions. Fixed Assets purchases will include: 29 printers for eCAPS, video conferencing equipment for ten regional offices and network upgrade equipment for the Belvedere office with Cisco network switches.

The Chief Administrative Office (CAO) concurs with the requested action.

#### **IMPACT ON CURRENT SERVICES**

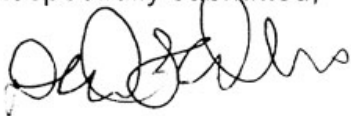
Approval of the appropriation adjustment will enable the Department to redirect funding to purchase Fixed Assets needed to meet departmental and County outcome goals and assure quality in the delivery of County services to children under its care.

**CONCLUSION**

Upon approval by the Board of Supervisors, it is requested that the Executive Officer/Clerk of the Board send one (1) copy of the Adopted Board letter and Adopted Request for Appropriation Adjustment to the following:

1. Department of Children and Family Services  
Budget Services Division  
Attn: Tito Barin, Budget Officer  
425 Shatto Place, Room 203  
Los Angeles, California 90020
2. Auditor-Controller - Accounting Division  
Kenneth Hahn Hall of Administration, Room 603  
500 West Temple Street  
Los Angeles, California 90012

Respectfully submitted,



DAVID SANDERS, PH.D.  
Director

DS:PJ:sd

Attachment (1)

c: Chief Administrative Office

COUNTY OF LOS ANGELES  
**REQUEST FOR APPROPRIATION ADJUSTMENT**  
 DEPT'S. No. 350  
 DEPARTMENT OF Children and Family Services 05/18/05 ~~19~~

**AUDITOR-CONTROLLER.**

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF ADMINISTRATIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

**ADJUSTMENT REQUESTED AND REASONS THEREFOR**

3-VOTES

SOURCES:

Children and Family Services  
 Services and Supplies  
 A01-CH-26200-2000  
 \$442,000

USES:

Children and Family Services  
 Fixed Assets  
 A01-CH-26200-6030  
 \$442,000

**Justification:**

This appropriation adjustment is requested to transfer funds from Services and Supplies to Fixed Assets to purchase various information technology equipment/hardware/software for the Department. There is no net County cost impact.



DAVID SANDERS, Ph.D., Director

**CHIEF ADMINISTRATIVE OFFICER'S REPORT**
 REFERRED TO THE CHIEF  
 ADMINISTRATIVE OFFICER FOR—

ACTION

RECOMMENDATION

AUDITOR-CONTROLLER BY

No.

19

APPROVED AS REQUESTED

AS REVISED

19

CHIEF ADMINISTRATIVE OFFICER

APPROVED (AS REVISED):  
BOARD OF SUPERVISORS

19

BY

DEPUTY COUNTY CLERK